



Chicago Metropolitan Agency for Planning

Agenda Item No. 5.3

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MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: November 10, 2021

Re: Contract Extension Approval for Annual Financial and Audit Services with Sikich, LLC.

CMAP requires that an audit of all CMAP funds be conducted annually by an independent Certified Public Accounting firm. The audits are to be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the U.S. general Accounting Offices (GAO) Government Auditing Standards, the provisions of the Federal Single Audit Act of 1984 and U.S. Office of Management and Budget (OMB) Circular A-133 Audits of State, Local Governments and Non-Profit Organizations.

On April 12, 2017, the CMAP Board approved a contract award to Sikich, LLC, as a result of a Request for Proposals, which will expire on June 30, 2022. CMAP staff are seeking Board approval to enter into an additional five-year agreement with this firm to provide audit services. The standard protocol would be to release a request for proposals to engage a firm for an additional term. CMAP staff are seeking approval to extend the current agreement for an additional term. This will support the Finance staff who are currently are embarking on two large projects, the out-sourcing of the payroll process and the implementation of a new enterprise resource planning (ERP) software application. In addition, the Finance staff believes that Sikich's understanding our financial reporting and auditing requirements, and their experience with ERP implementations will provide great insight and knowledge required for the implementation of the agency's new ERP. At the conclusion of the additional five-year term, CMAP will be required under 30 ILCS 500/20-60 to competitively re-bid this contract.

It is recommended that the Board approve an additional five-year agreement with **Sikich, LLC** for audit services for a not to exceed amount of \$230,000. Support for this contract will be included in the FY23-26 UWP budget.

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